

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Emerick R. Bakaysa, Chair
Joanna L. Bilotta, Vice-Chair
Thomas W. Bodkin, Jr., Clk.
Robert J. Saiia, Mbr.
Nathan J. Lockwood, Mbr.
Marion M. Benson, Planning Director



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Minutes
December 13, 2010

Meeting Posted: Yes

Place: Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg, MA 01462

Time: 6:30 PM

ROLL CALL: Emerick R. Bakaysa, Joanna L. Bilotta, Robert J. Saiia, Thomas W. Bodkin Jr. (arrived at 7:00 PM), Nathan J. Lockwood, Marion M. Benson

MINUTES – APPROVAL: Signed 11-22-10 and First Evangelical Congregational Church Information Meeting 11-22-10, Motion, Ms. Bilotta, Second, Mr. Lockwood, Motion passed.

NOTICES & COMMUNICATIONS: Conservation Commission- Noted Certificates of Compliance for 323 Leominster Road, 527 Burrage Street, 30 May Street, Orders of Condition for MBTA Right of Way, 69 Island Road, .Determination of Applicability for 76 Peninsula Drive. Zoning Board of Appeals- granting of Special Permit for 125 Howard Street.

COMMITTEE REPORTS:

MJTC- no report

MRPC- no report

MRPC Energy Advisory Committee- Director noted presentation of the final Plan of the Energy Advisory Committee will be December 14th at Four Points Sheraton, Leominster. Invitees will include State representatives and senators, members of the staff and committee plus Towns' representatives such as Fire Chiefs.

DPW Building Committee- Ms. Bilotta noted recent meeting. Committee is working to bring costs in line with the original estimate.

Capital Planning Committee- Director reported that a meeting regarding requests was held with the Library, Sewer Commission, and Council on Aging. Director noted department reviews are finished. A January 6, 2011 Capital Planning Committee meeting with the Town Manager will begin the process of prioritization.

PLANNING DIRECTOR'S REPORTS/NEW BUSINESS:

CVS- Director has sent paperwork requesting release of Site Improvement Bond to the Town Accountant.

Green Community Task Force- Green Task Force Chair, with the help of Director of Facilities and Grounds John Londa, is preparing a grant request for a solar field at the Town Landfill. Director noted the Board of Health shall have to be involved at that site.

Open Space- Director noted that the December 19th meeting should conclude the data being requested by the State. The booklet will be prepared. Copies will go to Board of Selectmen, Conservation Commission, Planning Board, MRPC (Montachusett Regional Planning Commission) and letters of support will be requested.

Educational/Meeting- Chair will research educational seminars for the Board and staff.

Technology- Director noted that GIS (Geographic Information System) should be made available to all land use and would like it in the Planning Office. There is a website project presently being created so all departments can address data and post agendas, minutes and relate project status on a user-friendly site. Director further noted that technology was still lacking in the Planning Office.

Signs- Chair noted the Zoning Officer was called to the Select Board meeting to discuss an issue of excessive temporary signs on the land surrounding the Ritter Memorial Building. The Zoning Officer went into detail that the sign bylaw needed to be reviewed. The Chair spoke of his concern that the Planning Board was not notified about this Select Board agenda item and felt that the bylaw is a purview of the Planning Board. The Planning Board should have been included in any discussion concerning changes in the bylaw. The Director addressed the history of the bylaw and informed the Board that the bylaw needs updating. Members were given a copy of the bylaw for review. The sign bylaw will be an item on the January 24, 2011 agenda.

Lunenburg Scroll- Director has requested that the Public Hearing for the Modification of Emerald Place be taken off the scroll. This Hearing has been played many times and complaints have been registered as now having a negative impact.

Nashua River Watershed Association (NRWA) Workshops- Director has received a request to hold a workshop on Low Impact Development (LID). The workshops will cover the landscape design and stormwater practices. The Board response was for the Director to work with the NRWA and set up the workshop.

Massachusetts Municipal Association (MMA)- The Director discussed her conversation with the Town Manager concerning the Planning Board and Director attending the MMA Annual Meeting in January 2011. The Board will be funded to attend via the entrance fees. All members wish to attend except for one who is not able to. There would be four members and the Director. It appears that Friday has the best selection of workshops. A few members noted interest in Saturday afternoon. There is no intent of funding for hotel accommodations. Chair requested inquiry as to hotel cost. The last day for the lower fee of \$140.00 for the two days is December 14th. The Director will register on that date. She will confer with the Town Manager for final approval for funding the workshops and will contact the Board.

Extension- Director presented a letter from the Sewer Commission seeking an extension for Highfield Village. The Sewer Commission had requested that the applicant revise their sewer plans to accommodate a needs area. The applicant is working on the issue, but will not be finished in the timeline for the current extension. The Sewer Commission is requesting the extension. The Board wants a request from the applicant. Discussion ensued concerning extension. Mr. Bodkin Jr. spoke against an extension and desires a review of the policy, including a response from Town Counsel of the consequences if extensions are not granted. Director suggested that they permit the extension with a letter from the applicant for this request. Director will research further about the value of extensions.

DEVELOPMENT STATUS REPORTS:

Emerald Place at Lake Whalom- Director presented status report noting the arrival of the villas on December 10th. There will be a total of 14 trucks using the same route as before. The schedule is to erect villas 1, 3, 5, and 7 on Great Pond Road starting December 13th, erect the second multifamily building at 32 Carousel Lane starting January 31, 2011, and possibly start the duplex units 5/7 and 9/11 on Carousel Lane in February 2011.

Tri Town Landing- Tri Town Landing is occupying Building 1 and Building 2 will be granted occupancy the week of December 20th. The work on these two buildings is complete.

First Evangelical Congregational Church- Received Board approval of the Development Plan Review and will seek a permit from the Zoning Board of Appeals (ZBA). The project will be taken back before the church members to address their funding.

Lunenburg Crossing- Director reported on the status of the work being done to bring the project up to date. This includes landscaping, trimming, cleaning of retention basins, etc.

UNFINISHED BUSINESS:

See above Planning Director's Reports and Development Status Reports

DATA INFORMATION: Data folder containing items of interest not on agenda presented to members for viewing, consisting of various data information.

MEETING SCHEDULE: December meeting date- December 13, 2010; no meeting December 27, 2010. January meeting dates- January 10 Board Meeting, January 12 Master Planning Workshop, and January 24, 2011 Board Meeting.

MEMBER DATA AND ISSUES: Ms. Bilotta noted concern over the Eagle House being closed without a backup plan for Meals on Wheels; inquired if Board members were going to do a walk-through of the Jones House; and the status of the Planning Board's meetings being televised.

EXECUTIVE SESSION: Separate minutes.

ADJOURNMENT: Chair called for Motion to adjourn for purpose of going into Executive Session, not to return to General Session. Motion, Ms. Bilotta, Second, Mr. Saiia, roll call vote- Mr. Bodkin Jr., aye, Mr. Lockwood, aye, Ms. Bilotta, aye, Mr. Saiia, aye, Mr. Bakaysa, aye. Adjourned General Session at 8:45 PM.